

Little Traverse Bay Bands of Odawa Indians  
Housing Commission  
Regular Meeting  
September 6, 2019  
5 p.m.  
7500 Odawa Circle  
Harbor Springs, MI 49740

**Closed Session:** none.

**Call to Order:** 5 p.m.

**Roll call:** Chairman Patrick Wemigwase – Absent; Vice Chairperson – Vacant; Commissioner Larry Stead – Present; Commissioner Judith Pierzynowski – Present; Secretary Annette VanDeCar - Present.

**Staff present:** none.

**Guest(s) present:** none.

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Motion made by Secretary Annette VanDeCar and supported by Commissioner Larry Stead to accept the agenda for the September 6, 2019 meeting.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant

Motion Carried.

Motion made by Commissioner Judith Pierzynowski and supported by Commissioner Larry Stead to accept the corrected minutes from the meeting of July 12, 2019.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant

Motion Carried.

**Housing Department Written Reports from Housing Director John Givens dated July 30, 2019 and September 6, 2019:**

Date: 7-30-19

2019 Year to Date

Yarrow Young has accepted the position as Occupancy Specialist for the Housing Department. Yarrow was previously the Administrative Assistant in Housing. As the Occupancy Specialist, Yarrow will be handling the day to day operations of all of our rental units.

At this time, we will not be posting the position of Housing Administrative Assistant.

We have received the 2019 Indian Housing Block Grant funds. This year's award was \$59,620 less than the 2018 award.

In the second quarter of 2019, LTBB Housing provided over \$12,000 in rental subsidies to our tenants.

The following is a breakdown of the current expenditures for the various grant programs funded managed by LTBB Housing and funded through the Indian Housing Block Grant.

GRANT	GRANTEES	TOTAL FUNDED
Down Payment Assistance	4	\$9,550
Home Improvement Assistance	15	\$29,552
Short Term Rental Assistance	5	\$6,550
Foreclosure Prevention Assistance	3	\$8,352
Transitional Housing	9	\$14,273

### **Housing Programs**

All housing programs remain open and fully funded. Applications are available at the LTBB Housing Department or at [ltbbodawa-nsn.gov](http://ltbbodawa-nsn.gov).

The Well & Septic program, that is managed by the Housing Department and funded by Indian Health Services, is also accepting applications.

ANY member of a federally recognized Native American tribe that has their permanent residence within our 27-county service area could be eligible for service.

Funding documents for a new I.H.S. project have been executed. This project is funded with \$130,000 for construction support. This will provide the funding for the program through FY 2019 and into FY 2020.

We continue to manage the rental units owned by the LTBBOI. We operate 34 rental units in Charlevoix and Emmet County. Those units are utilized by tribal citizens for affordable rentals. All of these 34 units offer rents that are capped at 30% of the homes verified monthly gross income.

### **Moving Forward**

This is a summary of the various projects being pursued by LTBB Housing.

#### **Second Street, Harbor Springs**

This parcel is comprised of many smaller properties which have been purchased by LTBBOI in the past.

There is one existing home on the property, but we hope to develop a plan that will allow us to construct more affordable housing at this site.

We have been working closely with the LTBB Planning Department and Seven Generations Architecture & Engineering, LLC., to develop a preliminary site plan/design for this project. The concept with the most promise would include 6 duplexes arranged throughout the property for a total of 12 rental units.

The next phase of this project is to pursue funding for both the design of the actual units as well as the development of the site.

#### **Mttigwakiis (Murray Rd) Development, Charlevoix**

This development currently has 2 multi-family buildings for a total of 10 rental units. During the initial development of this project, we had planned for 4 more building sites to accommodate similar

rental housing.

The Department of Housing and Urban Development has recently released a grant opportunity that could potentially fund the construction of additional multi-family buildings at this development.

We have selected a design professional that will be able to supply architectural plans for any new buildings at this site along with a cost estimate for future construction.

This estimate will be a key element to our grant application which will be submitted by August 8<sup>th</sup>, 2019.

If funded, we would plan on a 2020 construction cycle.

Date: 9-6-19

#### 2019 Year to Date

At this time, the position of Housing Administrative Assistant remains vacant.

We have brought on one full time maintenance person. Derek Connors joined the LTBB Housing Staff in early 2019.

In August 2019, LTBB Housing provided \$3,085 in rental subsidies to our tenants.

The following is a breakdown of the current expenditures for the various grant programs funded managed by LTBB Housing and funded through the Indian Housing Block Grant.

GRANT	GRANTEES	TOTAL FUNDED
Down Payment Assistance	1	\$2,500
Home Improvement Assistance	1	\$2,500
Short Term Rental Assistance	0	\$0
Foreclosure Prevention Assistance	0	\$2,500
Transitional Housing	2	\$3,000

#### **Housing Programs**

All housing programs remain open and fully funded. Applications are available at the LTBB Housing Department or at [ltbbodawa-nsn.gov](http://ltbbodawa-nsn.gov).

The Well & Septic program, that is managed by the Housing Department and funded by Indian Health Services, is also accepting applications. Recently, the I.H.S. Field Engineer that works with all of the Michigan tribes has resigned his position. Until this position is filled by I.H.S., approval of service will be slower, but we still will accept applications.

ANY member of a federally recognized Native American tribe that has their permanent residence within our 27-county service area could be eligible for service.

We continue to manage the rental units owned by the LTBBOL. We operate 34 rental units in Charlevoix and Emmet County. Those units are utilized by tribal citizens for affordable rentals. All of these 34 units offer rents that are capped at 30% of the homes verified monthly gross income.

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The next phase of this project is to pursue funding for both the design of the actual units as well as the development of the site.

### **Mtigiwakiis (Murray Rd) Development, Charlevoix**

This development currently has 2 multi-family buildings for a total of 10 rental units. During the initial development of this project, we had planned for 4 more building sites to accommodate similar rental housing.

A grant application has been submitted to HUD requesting funding to construct 4 more multi-family housing units at the Murray Rd site. If funded, we anticipate being able to add 30 to 40 additional rental units at this development. HUD will make award announcements in November 2019.

Our design professional is working on preliminary unit design for the new buildings at this site. We are focusing on smaller units that will better satisfy our current need.

If funded, we would plan on a 2020 construction cycle.

Motion to accept Housing Director John Given's written reports dated July 30, 2019 and September 6, 2019 by Commissioner Judith Pierzynowski and supported by Secretary Annette VanDeCar

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant

Motion Carried.

### **New Business**

- a. Executive Directive #38-09042019-01 established a workgroup for the planning and design of an apartment building at the Mtigwaakiis Housing Site. The Housing Commission is represented on the workgroup by Secretary Annette VanDeCar. The workgroup's first meeting was held on September 5, 2019. Information from the first meeting was shared with the Housing Commission.
- b. Great Lakes Energy's Trustream is laying the groundwork for high speed broadband Internet service for residents at the Wah Wahs Noo Da Ke tribal housing community.
- c. Financial Disclosure Sheet for all commission members.
- d. Building Bridges: Constructing an Effective Community Response to Homelessness Conference to be held October 2-3 in Port Huron, MI.
- e. Follow-up on tribal citizen concerns regarding tribal rental units.

### **Old Business**

- a. Collaborate with the Housing Department to host an informational meeting/workshop in regards to home ownership on tribal land.
- b. Research on the tribe building tiny homes for transitional housing, rentals and purchase.

### **FYI**

- a. LTBB Governmental Offices will be closed on September 20 for Sovereignty Day and September 27 for Michigan Indian Day.
- b. The LTBB Traditional Jiingamok will be held on September 14 at the Osborne Road property with grand entry at 1 p.m. For more information, contact Deleta Smith at 231-242-1443.
- c. The LTBB Sovereignty Day Celebration will be held on September 21 from 9 a.m. to noon at the LTBB Governmental Center. For more information, contact Julie Janiskee at 231-242-1401.
- d. LTBB NRD is hosting its 2nd Annual Apple Cider Harvesting and Making Event. Apple harvesting is on September 19 from 4-7 p.m.; please meet at the NRD Building to carpool to Berg Farm to harvest apples. Cider making is September 26 from 4-7 p.m. at the NRD Pole Barn. For more information, contact Dan Hinmon at 231-242-1686 or [dhinmon@ltbbodawa-nsn.gov](mailto:dhinmon@ltbbodawa-nsn.gov).
- e. LTBB NRD is sponsoring a migratory bird hunt on September 21. Please meet at the NRD Building, will leave promptly at 5:45 a.m. For more information, contact NRD at 231-242-1670.
- f. The next Housing Commission meeting is scheduled for October 4 at 5 p.m. at the LTBB Governmental Building.

**Public Comment:** none.

Motion made by Secretary Annette VanDeCar to adjourn at 7 p.m. and supported by Commissioner Larry Stead.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant

Motion Carried.

Date: 9/6/19

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Annette VanDeCar, Secretary